

**RUTLAND TOWNSHIP  
AUGUST 9, 2005  
REGULAR BOARD MEETING**

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The Rutland Township Board held its regular monthly meeting in the Town Hall. Supervisor Bulmahn called the meeting to order at 7:00 p.m., this was followed by the pledge to the flag. Roll call showed the following members present: Supervisor Bulmahn, Clerk Carlsen, Trustees Tessendorf, Brown, Schuldt and Stelford. Also present was Road Commissioner Schultz.

**SUPERVISOR'S ANNOUNCEMENTS**

Supervisor Bulmahn asked to amend the agenda so that Assessor Fritz could give his report first and also to discuss an issue regarding the Boards binders and the vendor cut-off dates. The Supervisor also noted that the annual Treasurer's Report had been distributed to the Board. It will be published in the newspaper and copied to the county by September 30, 2005. He also informed the Board that the audit by Siepert & Co. is going nicely and he hopes to have their final report at Septembers meeting. It was noted that the Trustees had received, via certified mail, notification of the proposed annexation proposal and meeting by the Village of Pingree Grove on August 15, 2005 at 7:30 p.m. The annexation is proposed for 753 AC from the northeast corner of Reinking and Rte. 72, and is in dispute with the Villages of Pingree Grove, Gilberts and Huntley. Supervisor Bulmahn has also prepared an up to date IDOT cash flow report. Further discussion can be done if desired during the road commissioner's report. He also noted that there is a local officials day at the state fair in Springfield and if anyone is interested in attending to let him know.

Assessor Fritz then began his report. He stated that the Sun City evaluations have been completed and that Timber Trails is also appraised & seems to be accepted. So far, there have been no complaints and there is no time frame on the appeals process at this point. At this time, he's concentrating on prior assessment errors. He will be giving a small presentation at Sun City on the 25th regarding their assessments. Resident Bob Conroe asked when taxes change from F1 to another when property is sold. The assessor replied that they would change when the parcels change hands. At that time they are re-evaluated and it's an ongoing process. Resident Mack Titus congratulated the assessor and his team on accomplishing a Herculean task by finishing the re-evaluations and people are pleased.

The supervisor then addressed the issue of receiving invoices from our vendors on time. We want to put them in the trustee's binders the weekend prior to the monthly meetings for the trustees to look at them. Discussion followed regarding the best way to deal with the problem. It was determined that a date would be selected for invoices to be received for payment that month and a letter would be sent to the vendors explaining this. **A motion was made by Trustee Tessendorf and seconded by Trustee Stelford to notify the vendors that invoices must be received by the first of the month in order for them to get paid for the preceding month. Vendors will be notified in letterform, which will stipulate that finance charges won't be accepted. This will be effective August 31, 2005.** Vote: Roll call vote. 2005-08-01

Brown	yes
Schuldt	yes
Stelford	yes
Tessendorf	yes
Bulmahn	yes

**MINUTES**

There were no additions or corrections to the minutes. **A motion was made by Trustee Tessendorf and seconded by Trustee Schuldt to approve the minutes of July 12, 2005 as presented.** Voice vote. 2005-08-02 4 ayes, Trustees Tessendorf, Stelford, Schuldt and Supervisor Bulmahn, 1 abstain Trustee Brown. Motion carried.

**FINANCIAL REPORTS**

As the financial reports for the first three months of the fiscal year were given to the board last month the supervisor asked for a motion. **A motion was made by Trustee Brown and seconded by Trustee Stelford to approve the financial reports for the three months ending June 30, 2005 as presented.** Vote: Voice vote. 2005-08-03 Motion carried unanimously

The financial reports for the first four months ending July 31st of the fiscal year for the town and road were then discussed. It was noted that as of July 31, 2005, on the balance sheet for the town, all the IDOT grant funds and the grant CD'S have been transferred as of June 31<sup>st</sup> to the road district. It was also noted that all the inter-company balances have been transferred from accounts 15100 to 15500 leaving 0 balances. The accounting under liabilities has been wrapped up and moved over to the road district as it had been previously deferred. Everything is within budget. Assessor expenses are up considerably from last year basically in salaries and contractual services. Their budget was substantially increased due to the heavy expense in personnel having to do a lot of upfront work with regard to corrections and having to get things caught up early.

The road district reports ending July 31st were the next to be discussed. The balance in the savings-IDOT grant funds is \$395,639.36. This amount includes all the money that was from the original grant plus about \$20,000.00 of interest income. All this money is in the road district savings account. This money has always been in separate accounts under IDOT designated funds. The IDOT report will be covered later. All these accounts have been zeroed out. We have spent this year \$567,997.22 for IDOT road improvements. That's in addition to the approximately \$60,000 to \$70,000 we spent last year. Culvert refund expenses to date have been \$14,000.00.

**BILLS**

The July town bills totaled \$16,966.15, of which vendor invoices are \$5,078.57 and gross salaries of \$11,887.58. There was an annual expense of \$2,400.00 for software maintenance and upgrades for the assessor's office. **A motion was then made by Trustee Brown and seconded by Trustee Schuldt to approve the township bills of \$16,966.15 for the month of July, 2005 as presented.** Vote: Roll call vote. 2005-08-04

Tessendorf	yes
Stelford	yes
Brown	yes
Schuldt	yes
Bulmahn	yes

The July road district bills totaled \$21,914.52, with vendors totaling \$15,033.53 and salaries \$6,881.00. The Curran expense of \$5,952.00 was for the patching of Square Barn Rd. and one refund for culvert fees of \$500.00 was also included in the invoices. \$10,069.82 was paid out of the permanent road fund, \$851.94 from road and bridge, \$972.76 from the equipment fund and \$3,139.00 from the IDOT grant fund. **A motion was made by Trustee Brown and**

**seconded by Trustee Stelford to approve the road district bills of \$21,914.52 for July, 2005 as presented.** Vote: Roll call vote. 2005-08-05

Brown	yes
Schuldt	yes
Bulmahn	yes
Stelford	yes
Tessendorf	yes

Discussion followed regarding the IDOT status report. This is a report for the township and road district showing the cash flow for the IDOT road improvement grant. It shows all the transactions from day one thru today with a recap on the bottom of the sheet. We've received \$1,025,000.00 in grant income and earned interest income through July 31<sup>st</sup> of \$21,871.21. We've spent \$651,169.85 for road improvement costs with a small amount for bank transfer fees. This leaves a balance of \$395,639.36. The supervisor stated that he wanted the Board to have an accounting of these monies for their information and to call him with any questions or comments. The money has to be used within 2 years of March 30, 2004 or we'll have to return it. An amendment may be possible with IDOT to include the work proposed for Binnie Rd. out of the balance. Before we do a final payout we'll need to do a final inspection and get all our paperwork in order.

The resolution to establish a capitalization and depreciation policy was the next item on the agenda. The following when approved will be capitalized: any equipment or tools over \$2,000.00, office equipment over \$2,000.00, vehicles and trucks over \$3,000.00, anything weighing over 13,000 lbs. \$5,000.00, any heavy duty equipment, tractors, chippers, graders, loaders, \$5,000.00 minimum, real estate, buildings, and building improvements all \$10,000.00. Roads and road

infrastructure \$50,000.00 and road improvements are \$25,000.00. The depreciation life or the period when we'd recover this money is shown in the next columns and varies whether it's new or used. This will be retroactive for the fiscal year ending March 31, 2005. **A motion was then made by Trustee Schuldt and seconded by Trustee Tessendorf to adopt Resolution RU2005-21 The Resolution to Establish a Capitalization and Depreciation Policy for Rutland Township and Road District.** Vote: Roll call vote.

2005-08-06	Bulmahn	yes
	Schuldts	yes
	Brown	yes
	Stelford	yes
	Tessendorf	yes

A brief discussion followed regarding the culvert permit ordinance. Ron Roeser will create the resolution for next months meeting at the board's direction. Road Commissioner Schultz stated that the county recognizes the township road district has the authority to inspect and approve the culverts. The board questioned whether residents could file an application prior to putting in any culvert? The road commissioner stated that he would put in writing the steps necessary to do any culverts. This will be submitted to Attorney Roeser for his preparation of the resolution. Supervisor Bulmahn also requested that the Road Commissioner submit MFT reports to the clerk monthly to be submitted to the Board. The Illinois First Grant is still on hold per Tim Schmitz.

**REPORTS BY OFFICIALS**

The clerk once again reminded the Trustees to submit their bios for updating the web site. It was decided to make Friday the deadline for the submittals.

Commissioner Schultz reported that Binnie Rd. will have borings done by Chicago Testing and that all

blacktopping and shoulder work has been completed. McCornack Road Bridge has a new deck on it though the elevations were incorrect. Alliance Engineering came out to the bridge and has cut the asphalt out and stone has been put in to correct the problem. A new 1-ton diesel truck has been ordered from Oakfield Ford and we should receive it by either September or October. Maintenance has been done on the grader and leaks have been fixed on the wheel loader, we will then start on the truck maintenance. All road district employees are experienced in snow removal for the upcoming winter season.

The Sheriffs Deputy reported that there had been destruction to property in the Landings and asked for anyone with information to come forward.

Resident Sue Chambers asked that the Web site be updated as soon as possible as it's long overdue.

There being no further business, **a motion was made by Trustee Schuldt and seconded by Trustee Brown to adjourn the meeting at 8:30 p.m.** Vote: Voice vote, all ayes, motion carried.

Respectfully Submitted,

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Charleen Carlsen, Township Clerk

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Fred Bulmahn, Supervisor    Steve Schuldt, Trustee

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Ron Tessendorf, Trustee    Robin Brown, Trustee

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Roscoe Stelford, Trustee

